

SUPERVISORY CBP OFFICER (FIRST LINE)

DEPARTMENT OF HOMELAND SECURITY

Customs and Border Protection

Overview

Open & closing dates

🕒 07/24/2017 to 08/11/2017

Salary

\$85,816 to \$111,560 per year

Pay scale & grade

GS 13

Work schedule

Full-Time - Full Time

Appointment type

Permanent

Locations

Many vacancies in the following locations:

Anchorage, AK

Ketchikan, AK

Huntsville, AL

Mobile, AL

Douglas, AZ

Lukeville, AZ

Naco, AZ

Nogales, AZ

Phoenix, AZ

San Luis, AZ

Sasabe, AZ

Tucson, AZ

Andrade, CA

Calexico, CA

Long Beach, CA

Los Angeles, CA

Otay, CA

Port Hueneme, CA

San Diego, CA

San Francisco, CA

San Ysidro, CA

Tecate, CA

Denver, CO

Hartford, CT

New Haven, CT

Wilmington, DE

Cape Canaveral, FL

Fernandina Beach, FL

Fort Lauderdale, FL

Fort Myers, FL

Jacksonville, FL

Key West, FL

Miami, FL

Orlando, FL

Panama City, FL

Pensacola, FL

Saint Petersburg, FL

Sanford, FL

Tampa, FL

West Palm Beach, FL

Atlanta, GA

Savannah, GA

Hagatna, GU

Honolulu, HI

Eastport, ID

Porthill, ID

Chicago, IL

Milan, IL

Indianapolis, IN

Hebron, KY

Louisville, KY

Morgan City, LA

New Orleans, LA

Boston, MA

Andrews AFB, MD

Baltimore, MD

Bangor, ME

Calais, ME

Coburn Gore, ME

Eastport, ME

Fort Fairfield, ME

Fort Kent, ME

Houlton, ME

Jackman, ME

Lubec, ME

Madawaska, ME

Portland, ME

Van Buren, ME

Vanceboro, ME

Detroit, MI

Port Huron, MI

Romulus, MI

Sault Ste. Marie, MI

Baudette, MN

Duluth, MN

Grand Portage, MN

International Falls, MN

Minneapolis, MN

Roseau, MN

Warroad, MN

Kansas City, MO

Woodson Terrace, MO

Saipan, Mariana Island, MP

Gulfport, MS

Babb, MT

Great Falls, MT

Raymond, MT

Roosville, MT

Sweet Grass, MT

Charlotte, NC

Raleigh, NC

Wilmington, NC

Dunseith, ND

Pembina, ND

Portal, ND

Omaha, NE

Newark, NJ

Albuquerque, NM

Columbus, NM

Santa Teresa, NM

Las Vegas, NV

Alexandria Bay, NY

Buffalo, NY

Champlain, NY

Massena, NY

Ogdensburg, NY

Queens, NY

Trout River, NY

Ashtabula, OH

Columbus, OH

Dayton, OH

Middleburg Heights, OH

Sandusky, OH

Toledo, OH

Astoria, OR

Portland, OR

Erie, PA

Philadelphia, PA

Pittsburgh, PA

Tinicum, PA

Mayaguez, PR

San Juan, PR

Providence, RI

Charleston, SC

Sioux Falls, SD

Memphis, TN

Nashville, TN

Brownsville, TX

Dallas, TX

Del Rio, TX

Eagle Pass, TX

El Paso, TX

Hidalgo, TX

Houston, TX

Laredo, TX

Presidio, TX

Progreso, TX

Rio Grande City, TX

Roma, TX

Tornillo, TX

Salt Lake City, UT

Dulles Airport, VA

Norfolk, VA

Saint Croix, VI

Saint Thomas, VI

Derby Line, VT

Highgate Springs, VT

Norton, VT

Richford, VT

Saint Albans, VT

Williston, VT

Blaine, WA

Danville, WA

Lynden, WA

Northport, WA

Oroville, WA

Point Roberts, WA

Seattle, WA

Sumas, WA

Green Bay, WI

Milwaukee, WI

Racine, WI

Relocation expenses reimbursed

Yes Relocation expenses may or may not be paid depending upon the budget of the specified location as well as whether or not the position and/or location are designated as hard-to-fill. Application decisions should not be based on whether relocation funding will be paid.

This job is open to



Federal employees - Competitive service

Current or former competitive service federal employees.

Announcement number

MHCMP-1960826-CAF

Control number

470246800

Duties

Summary

Joining the Customs and Border Protection Office of Field Operations will allow you to use your expertise to detect and prevent terrorists and instruments of terror from entering the U.S. This position starts at a salary of \$85,816 (GS-13 step 1). Apply for this exciting opportunity to strengthen Homeland Security by performing law enforcement activities such as inspection, intelligence analysis, examination, and interpretation of laws and regulations.

NOTE: We are no longer issuing certificates for this position from the previous announcement (MHCMP-1703307-AKM); that announcement has been discontinued. You must re-apply to this vacancy announcement to continue to receive consideration.

This announcement is for a 1st line Supervisory CBP Officer GS-13.

NOTE: Please read the announcement in its entirety, especially the "How to Apply" section. Failure to follow specific application instructions may result in an ineligible rating.

Who May Apply: Current U.S. Customs and Border Protection employees with competitive status.

- For definitions of terms found in this announcement, please see http://www.dhs.gov/xabout/careers/gc_1303762131481.shtm (http://www.dhs.gov/xabout/careers/gc_1303762131481.shtm).

One or more selections may be made using this job opportunity announcement. Further selections may also be made for additional organizational divisions and/or units within the duty location(s) listed.

Salary: The following link displays the locality pay tables by geographic area. If you do not see your geographic area listed, please select "Rest of the United States". <http://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/> (<http://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/>).

COLA is authorized for certain locations and is calculated separately using the base salary table. <https://www.opm.gov/policy-data-oversight/pay-leave/pay-systems/nonforeign-areas/#url=COLA-Rates> (<https://www.opm.gov/policy-data-oversight/pay-leave/pay-systems/nonforeign-areas/#url=COLA-Rates>).

Responsibilities

In this first-line supervisory position you will become a key member of a team of Homeland Security professionals detecting and preventing terrorists and instruments of terror from entering the U.S. Typical work assignments include:

- Supervising, planning, directing, coordinating, assigning and evaluating all work activities regarding the full range of inspection, intelligence analysis, examination, and law enforcement activities relating to the arrival and departure of persons, conveyances, and merchandise at Ports of Entry.
- Interpreting the laws and regulations of a broad range of Federal, state, and local agencies relating to the admissibility of people, cargo, and conveyances.
- Identifying potential terrorists and instruments of terror and performing layered enforcement activities relative to counter-terrorism.
- Preventing the entry of terrorists and instruments of terror, harmful pests and diseases, illegal drugs and contraband, and all illegal aliens and importations/exportations contrary to law and trade agreements from entering/exiting the United States.
- Evaluating employees' performance and conduct; resolving disciplinary actions; maintaining operating budgets; and promoting affirmative action goals.

WHERE WILL POSITIONS BE FILLED UNDER THIS ANNOUNCEMENT? Positions filled under this announcement are in the U.S. Customs and Border Protection, Office of Field Operations. Positions are available throughout the United States. You will be asked to identify your duty location preferences in the on-line application process. In some cases, the duty stations may not have a vacancy during the life of this announcement. In addition, there may be occasions where applicants are referred for selection based upon working within a particular commuting area. **The local commuting area** is defined as the area surrounding the duty station by which people reasonably travel back and forth from home to work. If you are selected for and accept this position, once you enter on duty, you will no longer be referred for other locations under this announcement.

Geographic Location: You may select up to SEVEN locations where you would be willing to work.

Listed below are the duty locations where positions may be filled under this announcement:

Anchorage	AK	Porthill	ID	Salt Lake City	UT	Tornillo	TX

Ketchikan	AK	Chicago	IL	Wilmington	NC	Dulles Airport	VA
Huntsville	AL	Milan	IL	Dunseith	ND	Norfolk	VA
Mobile	AL	Indianapolis	IN	Pembina	ND	Sterling	VA
Douglas	AZ	Hebron	KY	Portal	ND	St. Croix	VI
Lukeville	AZ	Louisville	KY	Omaha	NE	St. Thomas	VI
Naco	AZ	Morgan City	LA	Newark	NJ	Derby Line	VT
Nogales	AZ	New Orleans	LA	Albuquerque	NM	Highgate Springs	VT
Phoenix	AZ	Boston	MA	Columbus	NM	Norton	VT
San Luis	AZ	Andrews AFB	MD	Santa Teresa	NM	Richford	VT
Sasabe	AZ	Baltimore	MD	Las Vegas	NV	Saint Albans	VT
Tucson	AZ	Bangor	ME	Alexandria Bay	NY	Williston	VT
Andrade	CA	Coburn Gore	ME	Buffalo	NY	Blaine	WA
Calexico	CA	Calais	ME	Champlain	NY	Danville	WA
Long Beach	CA	Eastport	ME	Massena	NY	Lynden	WA
Los Angeles	CA	Fort Fairfield	ME	Ogdensburg	NY	Northport	WA

Otay	CA	Fort Kent	ME	Queens	NY	Oroville	WA
Port Hueneme	CA	Houlton	ME	Trout River	NY	Point Roberts	WA
San Diego	CA	Jackman	ME	Ashtabula	OH	Seattle	WA
San Francisco	CA	Lubec	ME	Columbus	OH	Sumas	WA
San Ysidro	CA	Madawaska	ME	Dayton	OH	Green Bay	WI
Tecate	CA	Portland	ME	Middleburg Heights	OH	Milwaukee	WI
Denver	CO	Van Buren	ME	Sandusky	OH	Racine	WI
Hartford	CT	Vanceboro	ME	Toledo	OH		
New Haven	CT	Detroit (Land)	MI	Portland	OR		
Wilmington	DE	Port Huron	MI	Erie	PA		
Cape Canaveral	FL	Romulus (Airport)	MI	Philadelphia	PA		
Fernandina Beach	FL	Sault St. Marie	MI	Pittsburgh	PA		
Fort Lauderdale	FL	Baudette	MN	Tinicum	PA		
Fort Myers	FL	Duluth	MN	San Juan	PR		

Jacksonville	FL	Grand Portage	MN	Providence	RI		
Key West	FL	International Falls	MN	Charleston	SC		
Miami	FL	Minneapolis	MN	Sioux Falls	SD		
Orlando	FL	Roseau	MN	Memphis	TN		
Palmetto	FL	Warroad	MN	Brownsville	TX		
Panama City	FL	Kansas City	MO	Dallas	TX		
Pensacola	FL	Woodson Terrace	MO	Del Rio	TX		
Saint Petersburg	FL	Saipan, Mariana Isl	MP	Eagle Pass	TX		
Sanford	FL	Gulfport	MS	El Paso	TX		
Tampa	FL	Babb	MT	Hidalgo/Pharr	TX		
West Palm Beach	FL	Great Falls	MT	Houston	TX		
Atlanta	GA	Raymond	MT	Laredo	TX		
Savannah	GA	Roosville	MT	Presidio	TX		
Hagatna	GU	Sweetgrass	MT	Progreso	TX		

Honolulu	HI	Charlotte	NC	Rio Grande City	TX		
Eastport	ID	Raleigh	NC	Roma	TX		

Travel Required

Occasional travel - You may be required to travel.

Supervisory status

Yes

Promotion Potential

13

Who May Apply

This job is open to...

Current U.S. Customs and Border Protection employees with competitive status.

Questions? This job is open to 1 group.

Job family (Series)

[1895 Customs And Border Protection](https://www.usajobs.gov/Search/?j=1895)
(<https://www.usajobs.gov/Search/?j=1895>)

Requirements

Conditions Of Employment

- You must be a U.S. Citizen to apply for this position
- You may be required to pass a background investigation and/or polygraph
- Males born after 12/31/1959 must be registered with Selective Service
- You may be required to pass initial and random drug testing
- You must pass the CBP Officer Promotional Assessment
- You will be required to carry a firearm and maintain firearm proficiency

Physical and Environmental Conditions: The work environment includes offices, aircraft operation areas, airline passenger and cargo areas, and marine docks. Periods of outdoor work may be required in snow, rain, or extreme heat. Occasional periods of outdoor work may be required in remote areas with no modern comfort facilities. The work may involve the use of toxic chemicals, pesticides and fumigants. Protective clothing may be required such as hard hats, gloves, goggles, hearing protection, and respirators.

Age Requirement: Pursuant to Public Law 110-161, this position is covered under enhanced retirement provisions for Customs and Border Protection Officers which allows for the imposition of a maximum age requirement. In accordance with Department of Homeland Security Directive 252-08, the day before an individual's 37th birthday is the maximum age for original appointment to a position as a Customs and Border Protection Officer. NOTE: The Commissioner of CBP has approved a temporary increase in the maximum allowable age for original placement into a CBPO position; therefore, candidates must be referred for selection before reaching their 40th birthday.

Creditable law enforcement officer service covered by Title 5 U.S.C. 8336(c) or Title 5 U.S.C 8412(d), or Customs and Border Protection Officer service under Public Law 110-161 may be applied toward the maximum age requirement. This age restriction may not apply if you are currently serving as a CBPO covered by Public Law 110-161.

To ensure compliance with statutes pertaining to the appointment of preference eligible veterans as determined by the Merit Systems Protection Board in its recent decision of *Isabella v. Dept. of State*, the maximum age for original appointment articulated above shall not apply to the hiring of individuals entitled to veterans preference eligibility under 5 U.S.C. § 3312.

Qualifications: You must meet all qualification requirements by July 23, 2018. Qualification claims will be subject to verification through a review of your work experience and/or education as provided in your resume, transcripts (as applicable), and responses

to assessment questions. This verification could occur at any stage of the application process.

Qualifications

GS-13: You qualify at the GS-13 level if you possess one (1) year of specialized experience that equipped you with the skills needed to perform the job duties. Examples include applying a comprehensive range of Federal laws, rules, regulations, and procedures relating to inspection, inspection related investigations and compliance activities governing the admission of travelers or the import/export of cargo in and out of the United States.

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

You must:

- Meet all qualification requirements, subject to verification at any stage of the application process; and
- Meet all applicable Time in Grade requirements (current federal employees must have served 52 weeks at the next lower grade or equivalent grade band in the federal service) by July 23, 2018.

If you are not a current GS-1895, and you are selected, you will have to meet the following medical/physical standards:

Physical and Medical Requirements: Because the duties of the position are of a strenuous nature and require a high degree of interaction and responsibility to the public, you must undergo and successfully pass our medical screening process. We will schedule, provide and pay for the required basic medical examination. For more information, go to <https://www.cbp.gov/careers/frontline-careers/cbpo/app-proc>.

Physical Fitness Requirement: You will be required to successfully pass the Pre-employment Fitness Test-1. Please see the [Pre-employment Fitness Test-1 Readiness Program](https://www.cbp.gov/sites/default/files/documents/CBPO_Pre-Employment_Fitness_Physical_Readiness_Program.pdf) (https://www.cbp.gov/sites/default/files/documents/CBPO_Pre-Employment_Fitness_Physical_Readiness_Program.pdf) for additional information. This is a 6 week program designed to assist you in achieving a level of physical fitness that will help you successfully pass the CBP fitness tests.

Supervisory Probationary Period: You may be required to serve an 18 month probationary period upon appointment and complete a supervisory training course within 12 months of assignment.

Supervisory Training: All newly appointed, first-time permanent CBP Supervisors are required to complete mandatory training. The training will be scheduled by the Office of Training and Development within the first 90 days of appointment. The duration of the training will include three weeks of in residence training in Harpers Ferry, WV. *Note: This training may be waived if previously completed.*

Basic Training: You may be required to attend approximately 18 weeks of training at the Federal Law Enforcement Academy (FLETC). Candidates selected for certain duty locations may receive an additional 6 weeks of Spanish language training.

Education

Data Systems: You will be required to maintain access to all data systems necessary for duty execution.

Shift work: You will be required to perform work on a shift and rotational basis.

Overtime: You must be readily available to work overtime on a scheduled or unscheduled basis in excess of the 40-hour work week.

Rotation of Assignments/Duty Locations: Applicants may be required to rotate assignments and duty locations.

Motor Vehicle Operation: You must possess a current valid State driver's license at the time of appointment.

Uniform: You will be required to wear an officially approved uniform while in a duty status.

Firearms Requirement: You will be required to carry a firearm and maintain firearm proficiency. Any person who has been convicted of a misdemeanor crime of domestic violence cannot lawfully possess a firearm or ammunition. You will be required to certify whether you have ever been convicted of such an offense. False or fraudulent information is criminally punishable by fine or imprisonment.

Additional information

Background Investigation: Customs and Border Protection (CBP) is a federal law enforcement agency that requires all applicants to undergo a thorough background investigation prior to employment in order to promote the agency's core values of vigilance, service to country and integrity. During the screening and/or background investigation process, you will be asked questions regarding any felony criminal convictions or current felony charges, the use of illegal drugs (i.e., marijuana, cocaine, heroin, LSD,

methamphetamines, ecstasy) and the use of non-prescribed controlled substances including any experimentation, possession, sale, receipt, manufacture, cultivation, production, transfer, shipping, trafficking, or distribution of controlled substances. For more information, please see: <https://www.cbp.gov/careers/join-cbp/which-career/apply/background-investigation> (<https://www.cbp.gov/careers/join-cbp/which-career/apply/background-investigation>).

Polygraph Examination: The Supervisory CBP Officer (1st Line) position is a polygraph-required position. If you are not a current CBP employee in a law enforcement position, you may be required to take a polygraph exam and have favorable results in order to continue in the pre-employment process. Please see [Polygraph Examination](https://www.cbp.gov/careers/car/poly) (<https://www.cbp.gov/careers/car/poly>).

Polygraph Reciprocity: CBP may accept the results of a prior federal polygraph exam in lieu of a CBP polygraph exam. You will receive information to request reciprocity in your Background Investigation Package.

Polygraph Waiver: Certain veterans may be eligible to obtain a polygraph waiver. You will receive information to request a waiver in your Background Investigation Package.

Probationary Period: Current and former federal employees may be required to serve or complete a probationary period.

CBP uses E-Verify, an internet-based system, to confirm the eligibility of all newly hired employees to work in the United States. Learn more about E-Verify here, <http://www.uscis.gov/e-verify> (<http://www.uscis.gov/e-verify>), including your rights and responsibilities.

Every individual receives a fair opportunity throughout the federal recruitment and hiring process. To learn more, click on the link [h](https://hru.gov/Studio_Recruitment/tools/Mythbuster_on_Federal_Hiring_Policies.pdf) https://hru.gov/Studio_Recruitment/tools/Mythbuster_on_Federal_Hiring_Policies.pdf (https://hru.gov/Studio_Recruitment/tools/Mythbuster_on_Federal_Hiring_Policies.pdf).

This position is not covered under the bargaining unit.

Please view the video "Protecting America 24/7" to learn more about CBP's Office of Field Operations: [Video: Protecting America 24/7](http://cbpapps.cbp.dhs.gov/fo/2011/protecting_america/pro_america.wmv) (http://cbpapps.cbp.dhs.gov/fo/2011/protecting_america/pro_america.wmv).

Follow U.S. Customs and Border Protection on Twitter [@CustomsBorder](https://twitter.com/#!/customsborder) (<https://twitter.com/#!/customsborder>).

How You Will Be Evaluated

Qualified U.S. Customs and Border Protection (CBP) candidates will be ranked on the basis of the scores received on your CBP Officer Promotional Assessment. Competitive applicants must have a valid test score when the announcement opens, or we cannot consider you for this position. Alternate Staffing (Non-Competitive) Candidates need not have a current, valid test score. Alternate Staffing (Non-Competitive) candidates include applicants who have permanently held a position at the highest grade announced or higher.

AND

Your application record will remain in a pending status until after the announcement closes, at which time we will upload test scores. If you have completed the assessment questionnaire and have uploaded all required documents for this announcement, there is nothing further you need to do at this time.

If you are best qualified, you may be referred to the hiring manager for consideration and may be called for an interview. To preview the job questionnaire, see [View Occupational Questionnaire](https://ApplicationManager.gov/Questionnaire.aspx?ID=6045046&PreviewType=Questionnaire) (<https://ApplicationManager.gov/Questionnaire.aspx?ID=6045046&PreviewType=Questionnaire>).

Knowledge, Skills, Abilities and Other Characteristics (KSAOs):

Candidates who meet the minimum qualification requirements are required to possess certain Knowledge, Skills, Abilities, or Other Characteristics (KSAOs) to successfully perform the functions of this position. Candidates will be asked to demonstrate their attainment of these KSAOs in their resume. The KSAOs are:

- Knowledge of elements and circumstances of search, detention and arrest, as well as enforcement techniques and tools, such as selective enforcement, behavioral observation, questioning, and use of automated processing and enforcement systems.
- Knowledge of principles and techniques of management to accomplish work through others. Good understanding of requirements and procedures involved in supervising federal employee units, including responsibilities relative to bargaining unit employees.
- Knowledge and understanding of policies, principles, and objectives of EEO and special emphasis programs.

Agency Career Transition Assistance Program (CTAP) Eligibles: If you have never worked for the Federal Government, you are not CTAP eligible. Information about CTAP eligibility can be found at: http://www.opm.gov/Reduction_In_Force/employee_resources/c

[tap/Employee-Guideline_CTAP.asp#3a](http://www.opm.gov/Reduction_In_Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3a)

(http://www.opm.gov/Reduction_In_Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3a).

To be considered well qualified under CTAP, you must possess the knowledge, skills and abilities and/or competencies clearly exceeding the minimum requirements of the position. This will be measured by a score of 85 or higher. In addition, you must submit the supporting documents listed in the "Required Documents" section of this announcement.

Background checks and security clearance

Security clearance

[Public Trust - Background Investigation](https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/)

(<https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/>).

Required Documents

- **Your resume:** A resume describing your job-related qualifications is required and will be used for the purpose of reviewing your qualifications and determining what training, if any, would be required when placed. Your resume must be in English and must include your job titles and a detailed description of your duties and the dates you performed them (MM/DD/YY), as well as your hours per week for each position listed. Your resume should also contain your full name, address, phone number, email address, and salary. NOTE: Resumes stored on USAJOBS will not automatically carry over to this announcement.
- **Your responses to the job questionnaire** [View Occupational Questionnaire](https://ApplicationManager.gov/Questionnaire.aspx?ID=6045046&PreviewType=Questionnaire) (<https://ApplicationManager.gov/Questionnaire.aspx?ID=6045046&PreviewType=Questionnaire>).
- **Are you claiming special priority selection rights under the Agency Career Transition Assistance Program (CTAP)?** You must submit a separation notice; your most recent SF-50B (noting your current position, grade level and duty location); a current (or last) performance rating of record of at least fully successful or equivalent; an agency certification that you cannot be placed after injury compensation has been terminated; an OPM notification that your disability annuity has been terminated; or a notification from the applicable Military Department or National Guard Bureau, that you are retired under 5 U.S.C. 8337(h) or 8456.
- **Veterans' preference points are not applicable to Merit Promotion announcements; therefore, veteran's documentation is requested only to verify eligibility under the Isabella Decision to waive the Age Requirement.**

Age Requirement Waiver Documents: Applicants who do not meet the age requirement but are entitled to veteran's preference eligibility under 5 U.S.C § 3312 must submit the following documents to verify their claim:

- DD 214 (Member Copy 4) and
- If you are a veteran with a service connected disability; A VA Disability Award letter dated 1991 or later
- If you are currently serving on active duty: A statement of service from your unit identifying the branch of service, period(s) of service, type of discharge, campaign badges or expeditionary medals earned, and the date you will be separated or on approved terminal leave. If you supply a statement of service at this stage, your preference will be verified by a DD 214 (Member 4 Copy) upon separation from the military.
- You may be asked to provide a copy of your recent performance appraisal and/or incentive awards. Consideration will be given to performance appraisals and incentive awards as an indication of quality prior experience, no points will be assigned.

Please upload your resume under "Resume" and any other applicable supporting documents mentioned above under "Other" documents. "Other" documents may not be applicable for each applicant, but should be utilized if you are submitting a SF-50 for proof of federal service, veterans documents for eligibility, transcripts for qualifications, etc.

It is your responsibility to verify that any information entered, uploaded, or faxed is received and is accurate. Human Resources will not modify or change any part of your application. If a document is not legible, you will not be able to view it in your application and you must again upload or fax it by the closing date.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from [schools accredited by accrediting institutions recognized by the U.S. Department of Education](http://www.ed.gov/admins/finaid/accred/) (<http://www.ed.gov/admins/finaid/accred/>).

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

Benefits

A career with the U.S. Government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding.

- [Benefits for federal employees](https://www.usa.gov/benefits-for-federal-employees#item-36407)
(<https://www.usa.gov/benefits-for-federal-employees#item-36407>)
- [Healthcare insurance](https://www.opm.gov/healthcare-insurance/)
(<https://www.opm.gov/healthcare-insurance/>)
- [Pay and leave](https://www.usajobs.gov/Help/working-in-government/pay-and-leave/)
(<https://www.usajobs.gov/Help/working-in-government/pay-and-leave/>)

DHS offers competitive starting salaries and an attractive benefits package, including: health, vision, dental, life and long-term care insurance, Thrift Savings Plan (similar to a 401(k)), Flexible Spending Account, retirement plan, Employee Assistance Program, personal leave days and paid federal holidays. Other benefits may include: flexible work schedules, telework, tuition reimbursement, transportation subsidies, uniform allowance, health and wellness programs, and fitness centers. DHS is committed to employee development and offers a variety of employee training and development opportunities. For more information, please go to www.dhs.gov/careers
(<http://www.dhs.gov/careers>) and select "Benefits".

To compare cost of living data, calculate mortgage scenarios, or gather information on communities and school districts, please visit the website: <http://www.relocationessentials.com/aff/lifecare/tools/salary/col.aspx>
(<http://www.relocationessentials.com/aff/lifecare/tools/salary/col.aspx>)

Retirement Coverage: In accordance with Public Law 110-161, this position is a primary position covered under enhanced retirement provisions for Customs and Border Protection Officers. More information is available at http://cbpnet.cbp.dhs.gov/xp/cbpnet/hrm/retirement/new_cbpo_retirement_coverage/cbp_faqs.xml
(http://cbpnet.cbp.dhs.gov/xp/cbpnet/hrm/retirement/new_cbpo_retirement_coverage/cbp_faqs.xml)

, by contacting the CBPO Retirement Coverage toll-free hotline at [1-866-469-7359](tel:1-866-469-7359)
(#).

, or sending an email with questions to RABASERVICES@cbp.dhs.gov
(<mailto:RABASERVICES@cbp.dhs.gov>).

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time, or intermittent. Contact the hiring agency for more information on the specific benefits offered.

How to Apply

WHEN IS THIS ANNOUNCEMENT OPEN AND WHAT IS THE LAST DATE TO APPLY FOR THIS POSITION? We are currently accepting applications from Monday, July 24, 2017 to Friday, August 11, 2017. You must apply on-line by 11:59 p.m. Friday, August 11, 2017 ET to receive consideration under this announcement. Please refer to the "How to Apply" section for further guidance. You must meet the qualifications and eligibility by July 23, 2018, to be considered eligible under this announcement. Eligible applicants may be referred and selected at any time after the closing date. However, if selected, you will be promoted/reassigned only after you have met all job requirements such as qualifications and time-in-grade requirements. Employees who meet the qualifications and other job requirements (as explained in this announcement) by July 23, 2018, are encouraged to apply during the open period. If you do not apply by Friday, August 11, 2017, you WILL NOT have an opportunity to apply for this position and will not receive consideration for selection until the next open period.

To begin your online application, click "**Apply Online**" to create a USAJOBS account and follow the prompts or log in to your existing account. Your application packet must include a completed assessment questionnaire, a resume, and any applicable and/or required supporting documentation. Please see the "Required Documents" section below for additional information. All application materials, including transcripts, must be in English.


We strongly encourage you to apply online. If you cannot apply online, you may fax your resume, assessment questionnaire, and supporting documents to [\(478\) 757-3144](tel:(478)757-3144)
(#).

. You must print a copy of and document your responses to the assessment questionnaire [View Occupational Questionnaire](https://ApplicationManager.gov/Questionnaire.aspx?ID=6045046&PreviewType=Questionnaire)
(<https://ApplicationManager.gov/Questionnaire.aspx?ID=6045046&PreviewType=Questionnaire>) using OPM Form 1203-FX http://www.opm.gov/Forms/pdf_fill/OPM1203fx.pdf
(http://www.opm.gov/Forms/pdf_fill/OPM1203fx.pdf), and the official fax cover sheet: <http://staffing.opm.gov/pdf/usascover.pdf>
(<http://staffing.opm.gov/pdf/usascover.pdf>).

. Please include job opportunity announcement ID 1960826 and provide your SSN, name, and address using the exact name you used when you filled out the questionnaire. If you have uploaded documents into your application, you do not need to fax those same documents.

Applications and supporting documentation will not be accepted by mail or email. The address below is for inquiries only. You may apply more than once, but the most recent application is the only one that will be used. **You must submit your resume, your online questionnaire, and any supporting documents by 11:59 PM Eastern Time on Friday, August 11, 2017.**

Agency contact information

 CBP MHC Hiring

Phone

(952)857-2932
(tel://(952)857-2932)

Fax

(478)757-3144

Email

CBPHIRING-APPLICANTINQUIRY@CBP.DHS.GOV
(mailto:CBPHIRING-APPLICANTINQUIRY@CBP.DHS.GOV)

[Learn more about this agency.](#)
(#agency-modal-trigger)

Address

CBP Minneapolis Hiring Center
5600 American Blvd
Suite 700
Bloomington, MN
USA

Customs & Border Protection (CBP): Securing America's Borders

Do you desire to protect American interests and secure our Nation while building a meaningful and rewarding career? If so, the Department of Homeland Security (DHS) is calling. DHS components work collectively to prevent terrorism, secure borders, enforce and administer immigration laws, safeguard cyberspace and ensure resiliency to disasters. The vitality and magnitude of this mission is achieved by a diverse workforce spanning hundreds of occupations. Make an impact; join DHS.

Discover a challenging and rewarding career in CBP, the sole organization responsible for securing the nation's borders. At U.S. Customs and Border Protection, we:

- Screen passengers, vehicles, and shipments entering our country
- Seize illegal narcotics, vehicles, and agricultural products
- Prevent unauthorized entry into the country
- Rescue individuals who fall into dangerous conditions traversing our border

For more information about CBP's mission, activities, and careers, please see <http://www.cbp.gov>
(http://www.cbp.gov/).

Next steps

Once the job opportunity announcement has closed, we will assess your experience and training, identify the best qualified applicants, and refer those applications to the hiring manager for further consideration and interviews. You will be notified by email after each of these steps has been completed. Stay informed of changes to your application status by signing up for automatic email alerts at: <https://my.usajobs.gov/Account/NotificationSettings.aspx>. If you are referred, you will receive a final notification of the disposition of the announcement. We expect to make a tentative job offer within 60 days after the close of the announcement. If you are selected, we may conduct a suitability/security background investigation.

This announcement will be used until approximately July 23, 2018 to fill Supervisory CBP Officer (First Line), GS-1895-13 positions.

Fair & Transparent

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

Equal Employment Opportunity Policy

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy And gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

- [Equal Employment Opportunity \(EEO\) office at OPM](https://www.opm.gov/about-us/our-people-organization/support-functions/equal-employment-opportunity/)
(<https://www.opm.gov/about-us/our-people-organization/support-functions/equal-employment-opportunity/>)
- [Office of Equal Opportunity](http://www.eeoc.gov/eeoc/internal_eeo/index.cfm)
(http://www.eeoc.gov/eeoc/internal_eeo/index.cfm)

Reasonable Accommodation Policy

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a Case-by-Case basis.

A reasonable accommodation is any change in the workplace or the way things are customarily done that provides an equal employment opportunity to an individual with a disability. Under the Rehabilitation Act of 1973 the Equal Employment Opportunity Commission (EEOC) must provide reasonable accommodations:

- An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job.
- An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace.
- An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events.
- [Disability Employment - Reasonable Accommodations](https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/)
(<https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/>)
- [How to contact an agency](https://www.usajobs.gov/Help/how-to/application/agency/contact/)
(<https://www.usajobs.gov/Help/how-to/application/agency/contact/>)

Legal and regulatory guidance

[Financial suitability](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/>)

[Social security number request](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/>)

[Privacy Act](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/>)

[Signature & False statements](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/>)

[Selective Service](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/>)

[New employee probationary period](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/>)